

**State of New Jersey
Licensed Site Remediation
Professional
Licensure Application
Letter of Reference Form**



Date Stamp
(For Department use only)

Instructions for completing this form:

Individuals seeking to become Licensed Site Remediation Professionals (LSRPs) are required to submit to the Site Remediation Professional Licensing Board (Board) three separate letters of reference as part of their application. The Board will utilize the information provided in the letters of reference in evaluating whether the applicant meets the standards and requirements established for training, experience and professional conduct.

The Board will rely on the information you provide in this letter of reference to determine whether to grant the applicant a license, therefore, it is crucial that the information you provide be complete, accurate, and substantiated by your own experience and knowledge of the applicant.

Completed letter of reference forms and supplemental information should be delivered to the Board within 30 days of your receipt of this letter of reference form. Deliver this letter of reference form directly to:

New Jersey Site Remediation Professional Licensing Board
c/o NJDEP Site Remediation Program
P.O. Box 420
Mail Code 401-05A
Trenton, NJ 08625-0420

Note that the applicant's application will not be deemed complete until this letter of reference form is received by the Board. If you are unable or unwilling to complete this letter of reference form within 30 days, immediately contact the applicant or the Board. If you have any questions or concerns about completing this form, contact the Board Secretary at 609-984-3424 or SRPLBoardContact@dep.state.nj.us.

1. APPLICANT INFORMATION (To be completed about person submitting application)

☐ Dr. ☐ Ms. ☐ Mrs. ☐ Mr.

Last Name: _____

First Name: _____ M.I. _____

Suffix (Sr., Jr. IV): _____

Maiden Name: _____

2. REFERENCE INFORMATION (To be completed about person completing this form)

☐ Dr. ☐ Ms. ☐ Mrs. ☐ Mr.

Last Name: _____

First Name: _____ M.I. _____

Suffix (Sr., Jr. IV): _____

Address: _____

Phone Number: _____

Email Address: _____

Current Employer: _____

Current Title: _____

3. How do you know the applicant:

4. What is the timespan during which you have known the applicant:

_____ (month/year) TO _____ (month/year)

5. Are you an LSRP? ☐ Yes ☐ No

If Yes, provide License Number _____

6. Are you a current or past employer of the applicant? ☐ Yes ☐ No

If yes, what is the timespan during which you employed the applicant:

_____ (month/year) TO _____ (month/year)

Name, address and phone number of the company by which the applicant is/was employed:

7. Are you a current or past supervisor of the applicant? ☐ Yes ☐ No

If yes, what is the timespan during which you supervised the applicant:

_____ (month/year) TO _____ (month/year)

Name, address and phone number of the company where you supervised the applicant:

8. Are there any circumstances that preclude your objective assessment of this applicant? ☐ Yes ☐ No

If "Yes", explain below or attach additional sheet:

9. Do you believe that the applicant is capable of and has demonstrated his/her ability to use independent professional judgment in designing, implementing and managing site remediation work and in satisfying the rules and requirements of NJDEP and/or other environmental regulatory agencies? Explain below or attach additional sheet:

____ Yes ____ No ____

10. Do you consider the applicant to be of a professional caliber in his/her conduct and character? Explain below or attach additional sheet:

____ Yes ____ No ____

11. Are you aware of the applicant having had any license suspended or revoked, or been subject to any disciplinary action? Explain below or attach additional sheet:

____ Yes ____ No ____

12. Do you recommend that this applicant be approved to take the licensing exam to become a Licensed Site Remediation Professional in New Jersey? Explain below or attach additional sheet:

____ Yes ____ No ____

13. Additional comments may be included below or attach additional sheet:
